



Invitation to Bid HNS-19-25

NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

Documents included in Package:

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

Bid Walk & Bid Opening:

Project Address: 4217 OAK FOREST DRIVE		SAFE HOME CHARLOTTE
Bid Walk: 11/15/18 at 9:00 AM		
Bid Opening: 11/26/18 at 2:00 PM		
Client Name:		Contact Number:
Project Manager: JAMES MAHON		Contact Number: 704-432-2321

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

If you are going to be late the policy is the following:

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at **JAMES MAHON** (cell # 704-614-6655).

Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.

The Bids will be opened at 600 East Trade St. immediately following the above due date and time.



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at **4217 OAK FOREST DRIVE** to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Dollars (\$) _____

Written total

Specs Dated: 10/04/18 Number of Pages: 7 Rehab Only (2LbP)

Addenda # 1 Dated: Number of Pages:

Addenda # 2 Dated: Number of Pages:

Project Schedule: * MUST Provide Start Date :

Completion Deadline: * MUST Provide Completion Date :

Please Print and Sign:

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



Requirements For Bidders

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

James M. Mahon
Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 29202
PH: (704) 432-2321



Instructions to Bidders

Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement
 - Itemized Work Sheet
 - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

Work Specification

Response Due: 10/22/2018 10:00 AM

Prepared By:

City of Charlotte Housing & Neighborhood Services
600 E. Trade Street
Charlotte, NC 28202
(704) 336-7600

Property Details

Address: 4217 Oak Forest Dr.
Charlotte, NC 28215

Owner: Joe Martin

Owner Phone: Home: (704) 777-4080

Structure Type: Single Unit

Program(s): Under Code Enforcement

Square Feet: 1380

Tested- NO LEAD

Year Built: 1962

LeadSafe 2016

Property Value: 87600

Healthy Homes LBP 2016

Tax Parcel: 09916256

SH FY18 Not Ranked

Census Tract:

Property Zone: Council District 1

Repairs

Description

Floor

Room

Exterior

Attic Insulation Increase to R-38

Increase attic insulation to R-38, contractor to attach verification to rafter at attic access, easily seen. Include ventilation baffles to code.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Insulate Floor R-19

Crawl Space

Install R-19 Kraft faced batt fiberglass insulation to floor where missing. Vapor barrier must face heated space. Use strong wire, "tiger teeth" or mesh to hold insulation in place.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Folding Attic Stairs

Attic Access

Replace utility folding stairway, after doubling framing at ceiling. Install casing to match trim in room.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Work Specification

Floor System Repair

Bathroom

Remove all fixtures not built in. Dispose of damaged/unsafe components of floor assembly. Work may include installation of 2"x 8" joists hung 16" on center, plywood or tongue and groove subfloor. Include replacing all deteriorated band joists and insulating floor to code.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Drywall Entire Room

Bathroom

Remove all gypsum, paneling, lathe and plaster or miscellaneous wall coverings to expose framing. Add insulation as required by code. Glue, nail and screw new drywall. Apply tape and 3 coats of joint compound to achieve a professional finish. Wet sand ready for paint.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Prep & Paint Room Semi Gloss

Bathroom

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Resilient Flooring

Bathroom

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

GFCI Receptacle 20 AMP

Bathroom

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Fiberglass Bathtub and Shower Surround

Bathroom

Install a 5' white Swan or equivalent 3-piece, fiberglass bathtub and surround. Caulk all seams and penetrations. Include new single handled tub/shower diverter valve and drain.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Work Specification

Drywall Entire Room

Den-Office- Rear Covered Porch

Remove all gypsum, paneling, lathe and plaster or miscellaneous wall coverings to expose framing. Add insulation as required by code. Glue, nail and screw new drywall. Apply tape and 3 coats of joint compound to achieve a professional finish. Wet sand ready for paint.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Prep & Paint Room Flat

Den-Office- Rear Covered Porch

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic FLAT latex. Painting shall include walls and any associated trim with SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Ceiling Fan with Light Kit

Den-Office- Rear Covered Porch

Install a 52" 3 speed flush mounted ceiling fan with a minimum two bulb UL approved, LED light fixture with shade and lamps. Include ceiling fan mounting box.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Resilient Flooring

Den-Office- Rear Covered Porch

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Portable Toilet

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Permits Required

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Dumpster

After procuring all required permits, place AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Exterminate Termites

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Exterminate Insects

Exterminate for insects. Include a one year warranty. All extermination shall be performed by a licensed contractor.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Combination CO / Smoke Detector Hard Wired

Install a hard wired combination carbon monoxide and smoke detector with battery back up.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Smoke Detector Hard Wired

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Complete System Replacement-Gas Furnace, Air Conditioner, and Duct System

Completely remove all existing HVAC system components, including boots and grilles. Design and install a new complete, fully functioning HVAC system with a gas furnace, air conditioner, and ductwork with all the necessary equipment and accessories to meet the requirements of the NC Codes and the Construction Specifications.

Scope of work includes all repairs to the structure and finish surfaces that are necessary due to the removal of the old system and the installation of the new system.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Work Specification

40 Gallon Gas Water Heater

Remove existing water heater and all obsolete or deteriorated flue piping and gas line and dispose of properly.

Install an insulated 40 gallon, glass lined, high recovery gas water heater with a 10 year warranty and an Energy Factor of .61 or greater.

Installation includes PRV valve and extension, drain pan with drain to the exterior, expansion tank, and new gas line and flue piping through the roof as necessary to meet the requirements of the Construction Specifications and Code.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Electric Service 200 AMP

Replace electrical service with new 200 amp, main disconnect, 110/220 volt, 24 circuit panel board, meter socket, weather head, service cable, ground rods and cable. Include replacement of all sub-panels. Caulk exterior service penetration.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Replace Receptacles, Switches, and Plates

Replace all receptacles, switches and cover plates throughout entire house. Use code appropriate devices. This also includes any wall or ceiling damage repairs.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

See Attached Lead Scope

All work shall be performed in accordance with applicable regulations and shall meet all applicable building codes. Building permits will be obtained as appropriate. Mecklenburg County requires building permits for Lead Hazard Reduction if the work involves activities subject to permitting under general conducts.
Clean All window sills and floors for Clearance.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Floor System Repair

Kitchen

Remove all fixtures not built in. Dispose of damaged/unsafe components of floor assembly. Work may include installation of 2"x 8" joists hung 16" on center, plywood or tongue and groove subfloor. Include replacing all deteriorated band joists and insulating floor to code.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Ceiling Replace

Kitchen

Remove existing ceiling covering, replace any deteriorated framing. Install 1/2" drywall to Code. Tape. Add 3 coats of compound and sand smooth.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Ceiling Fan with Light Kit

Kitchen

Install a 52" 3 speed flush mounted ceiling fan with a minimum two bulb UL approved, LED light fixture with shade and lamps. Include ceiling fan mounting box.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Prep & Paint Room Semi Gloss

Kitchen

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Counter Tops Replace

Kitchen

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Double Bowl Sink Complete

Kitchen

Install a 18 gauge 33" x 22" x 8" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip-free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

GFCI Receptacle 20 AMP

Kitchen

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Work Specification

Range Hood Exterior Vented

Kitchen

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Resilient Flooring

Kitchen

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Laundry Washer Connection Box

Kitchen

Install PVC vent pipe through the roof, laundry connection box with hot and cold hose bibbs, and 20 amp outlet on a separate circuit to service a washing machine.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____

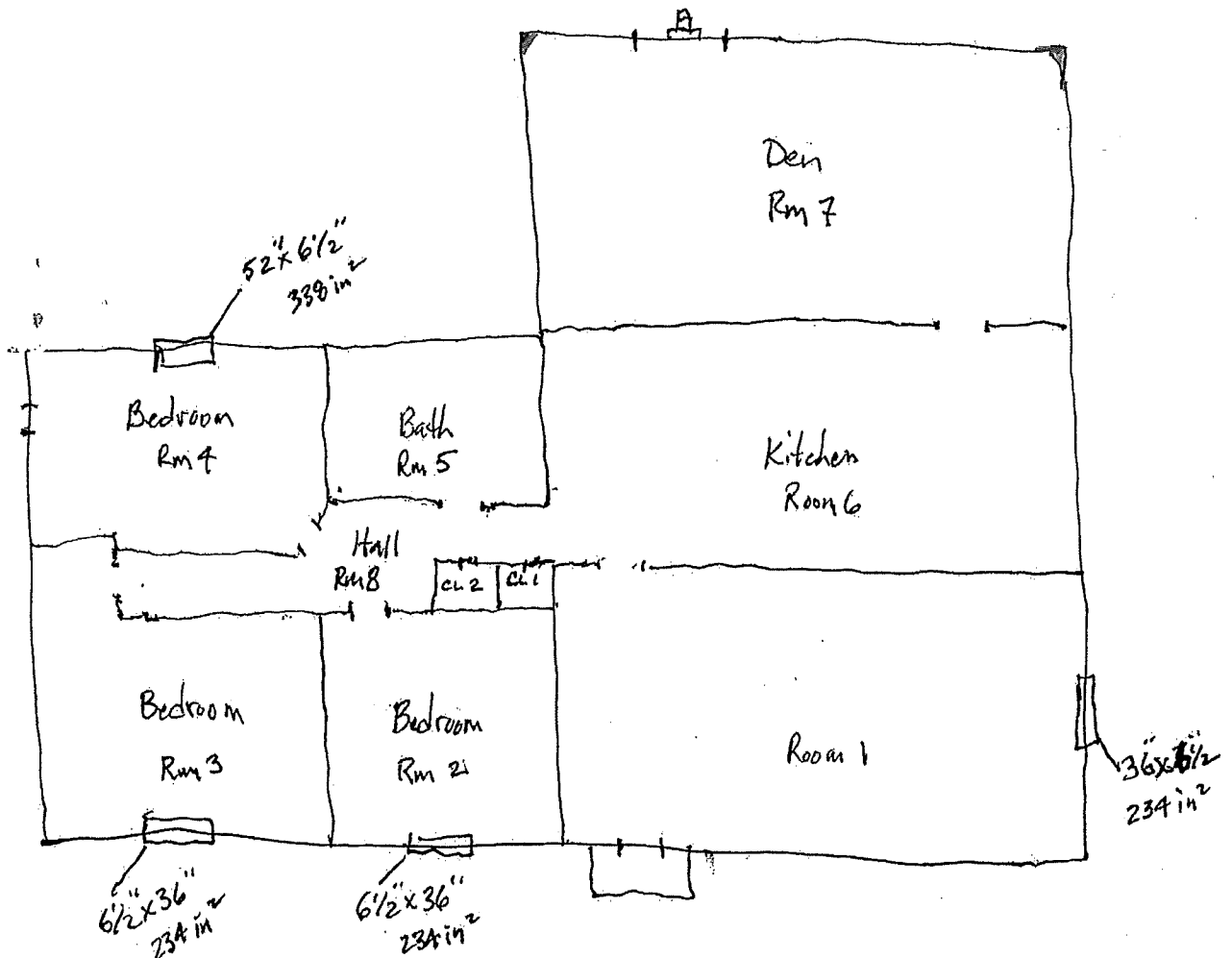
8/27/18

Note: Interior Window Sashes unpainted alum. except for new white vinyl replacements

Rm 2 Window Casing: Sill on side A, not B

Rm 5 Bathroom has new vinyl window on side C but no casing/sill because wall c has been gutted down to studs, Bath also has no paint on particle board bare floor

Rm 7 (Den) has been gutted down to bare studs & new insulation - nothing to shoot but wood door and new vinyl window & Metal ~~door~~ Sliding door frame



4217 OAK FOREST DR. →

LEAD ABATEMENT SCOPE OF WORK
& INSTRUCTIONS TO BIDDERS

Address 4217 Oak Forest Drive

10/4/2018

Complete the following scope of work:

Item #	Feature	Method	Number	Cost Per unit	COST
1	Windowsills / Floors	Clean all interior window sills and Floors for Clearance			
2		0			
3		0			
4		0			
5		0			
6		0			
7		0			
8		0			
9		0			
10		0			
			total		

Contractors may submit an occupant protection plan on the form provided.

1 Contact Lars Aamont if an additional form is needed. Phone 704-593-1640

Complete all interior work in a unit in a single day.

2 Allow for replacement of 50 board feet of rotted wood.

3 Unless otherwise noted any window or door removal and replacement

4 includes frame and trim on both sides.

In lieu of complete removal, window frames may be enclosed with vinyl on

5 exterior in accordance with all project manual requirements

6 Contact Lars Aamont to conduct inspections prior to repainting or other putback and after vinyl siding installation.

Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Adden

0

Addendum#	Date

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative

Contractor Submitting Bid:

Address:

Phone: